

Annual Report



United States District Court for the Northern District of Indiana 2000 & 2001

Prepared by the Office of the Clerk

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Message from the Clerk.....

The annual report of the United States District Court for the Northern District of Indiana is an overview of the significant events which have occurred during the 2000 and 2001 calendar years. We continue to adapt as we continue to grow together as a “Federal Family.” We regularly review our techniques and procedures while exploring new technology to maintain and improve the standards of excellence for the entire federal judiciary as well as the Northern District of Indiana.

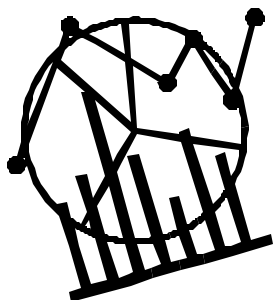
The Court’s civil caseload over the past two years has continued to grow at a rate higher than the national average. This growth pattern is seen in the area of prisoner, employment discrimination and personal injury cases across the district. While we continue to experience this growth, we also have improved our Civil Justice Reform Act statistics and are among the leading courts in the nation with the number and percentage of civil cases over three years old kept to a minimum.

The Court’s criminal caseload over the past two years has also grown at a higher rate than the national average. Our Hammond Division for many years has been responsible for approximately 65% of the district’s criminal caseload. As part of Chief Judge Lee’s initiative to “work smarter rather than harder,” the court implemented an equalization of criminal case weights experiment in October 2001. Criminal cases are distributed equally to each of the district court judges across the district based on the case weights as established by the Judicial Conference.

We could not have achieved any of our goals without the dedication and devotion of our judges and court staff. The long hours they put in does nothing to diminish the passion we have to provide the caliber of justice and customer service known throughout Northern Indiana. One significant change in our staff has brought a member of our “Federal Family” back home. The Honorable Christopher A. Nuechterlein was sworn in as a Magistrate Judge on January 10, 2000. Magistrate Judge Nuechterlein was a former law clerk in our district and his return is welcomed by all.

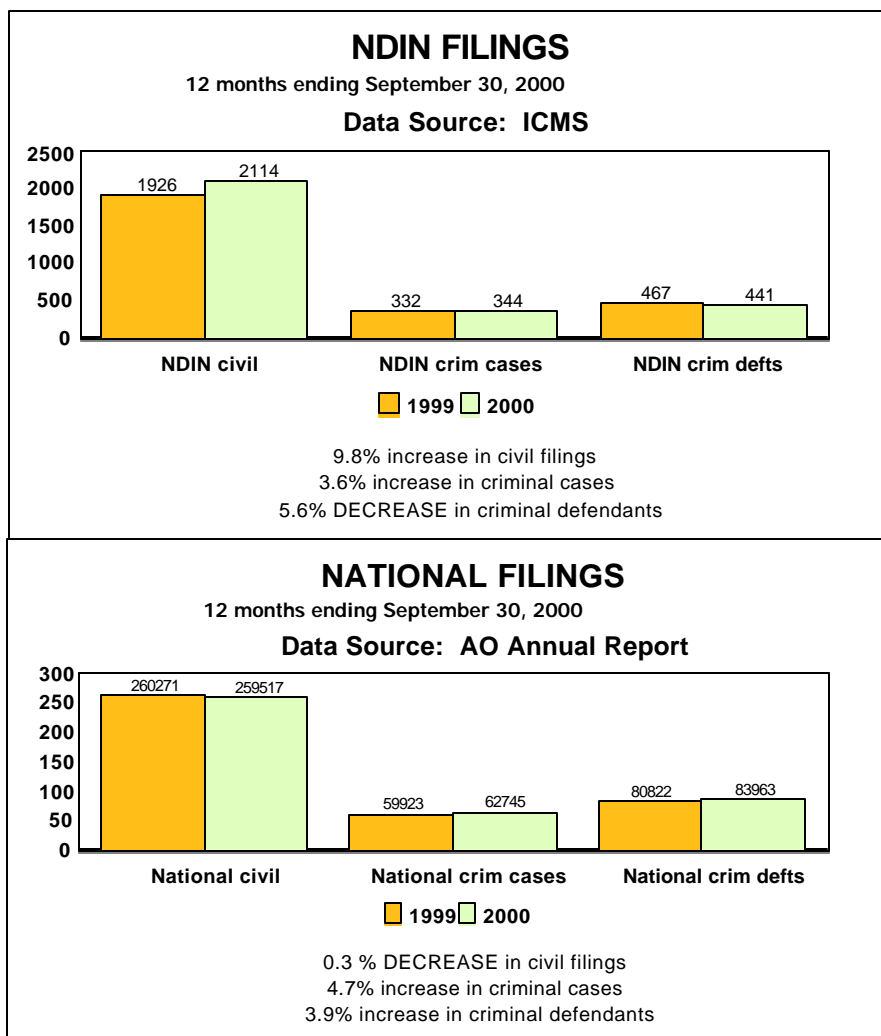
The year 2001 will always be remembered by the entire country, including the federal judiciary, for the terrorist attacks of September 11 and the anthrax contamination that followed. In spite of the adversity, Northern Indiana has adapted by becoming more aware of the everyday processes we used to take for granted. We have changed, but we continue to conduct business day in and day out with the resolve not to alter our core functions of providing justice and customer service.

We have accomplished a great deal in 2000 and 2001 and plan to do even more in the future. We take our obligations seriously, but also understand we could not have accomplished what we have without the support of the lawyers who practice in this district. Thank you for your continuing support.

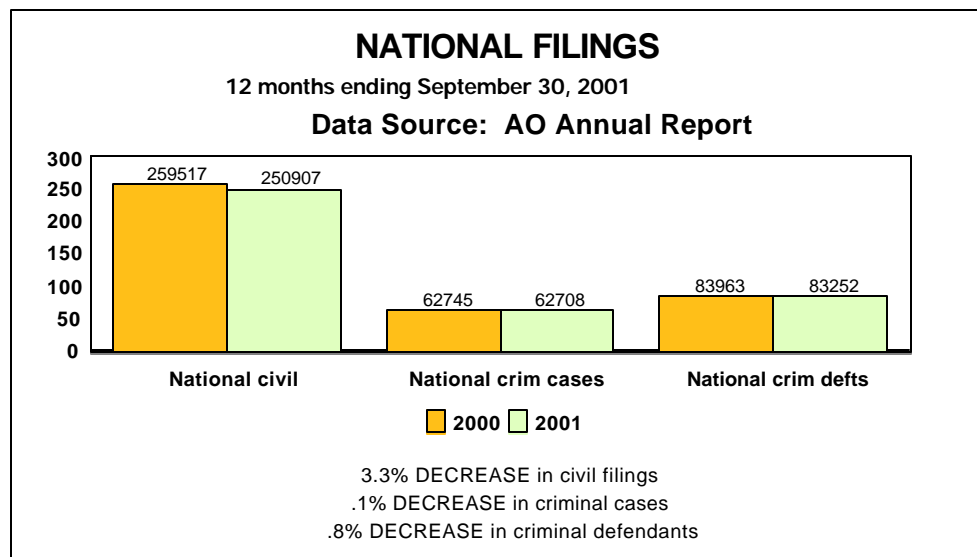
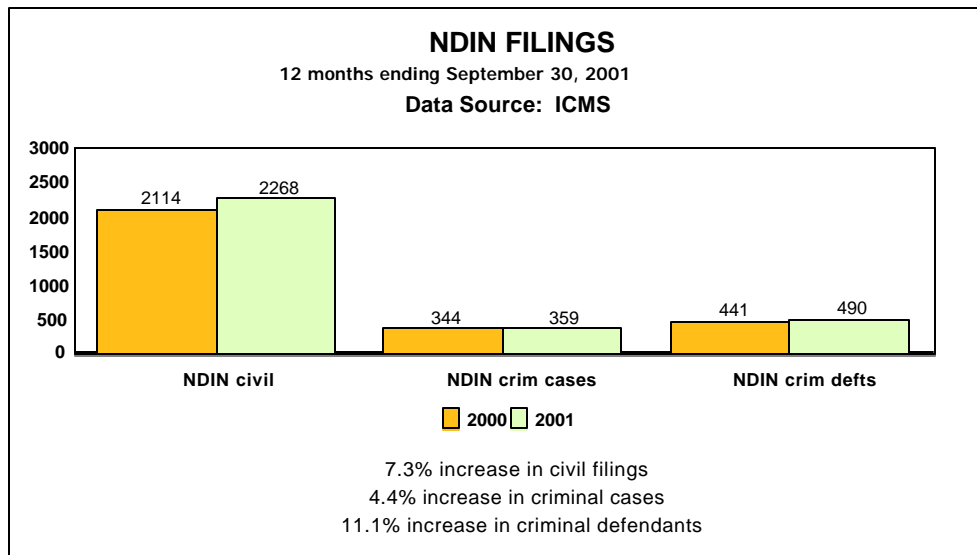


Statistical Information

During **fiscal 2000** (October 1, 1999 - September 30, 2000), in district courts nationwide, criminal and civil filings remained fairly constant. In the Northern District of Indiana, we saw slightly higher rates of filings for civil and criminal cases, although the number of criminal defendants filed were down. Civil filings in our district increased by 188 cases (9.8%), while nationally civil filings increased by 0.3%. Our criminal cases increased by 12 cases (3.6%) and criminal defendants decreased by 26 cases (5.6%), while criminal cases increased by 4.7% and criminal defendant cases increased by 3.9%.



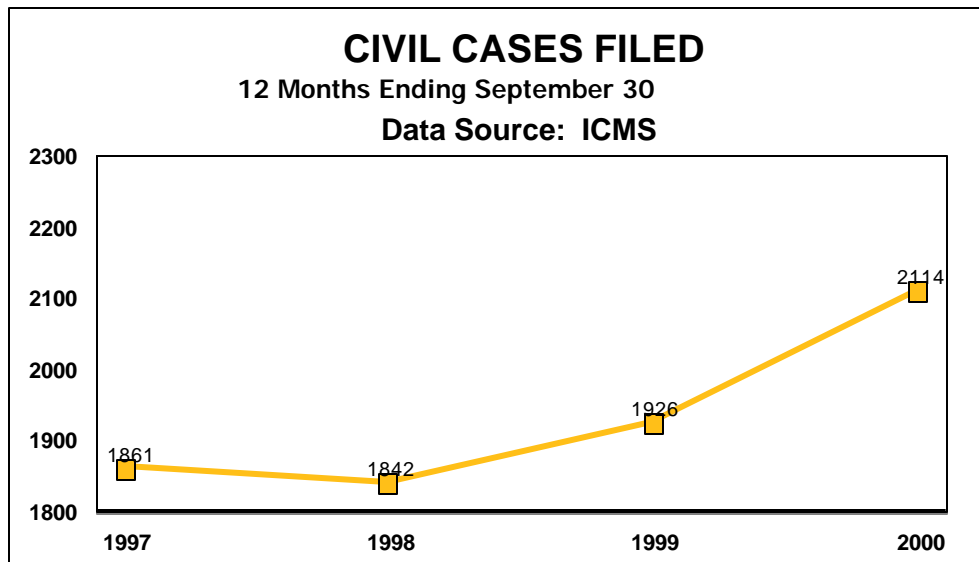
During **fiscal 2001** (October 1, 2000 - September 30, 2001), in the Northern District of Indiana, we saw slightly higher rates of filings for civil and criminal cases, and criminal defendants' cases. Civil filings in our district increased by 154 cases (7.3%) with civil filings decreasing by 3.3% nationally. Our criminal cases increased by 15 (4.4%) and criminal defendant cases increased by 49 (11.1%), while criminal cases decreased by .1% and criminal defendants decreased .8% on the national level.



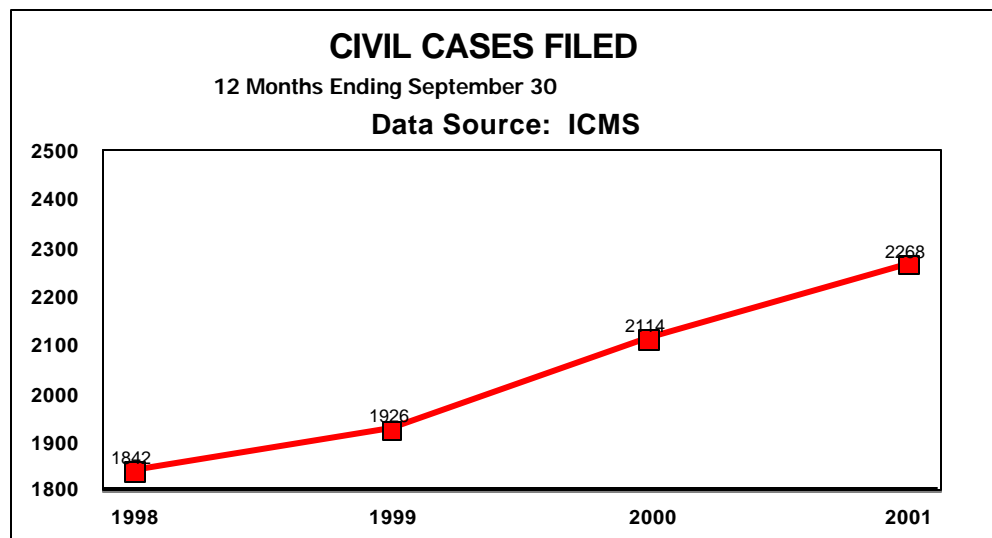


Civil

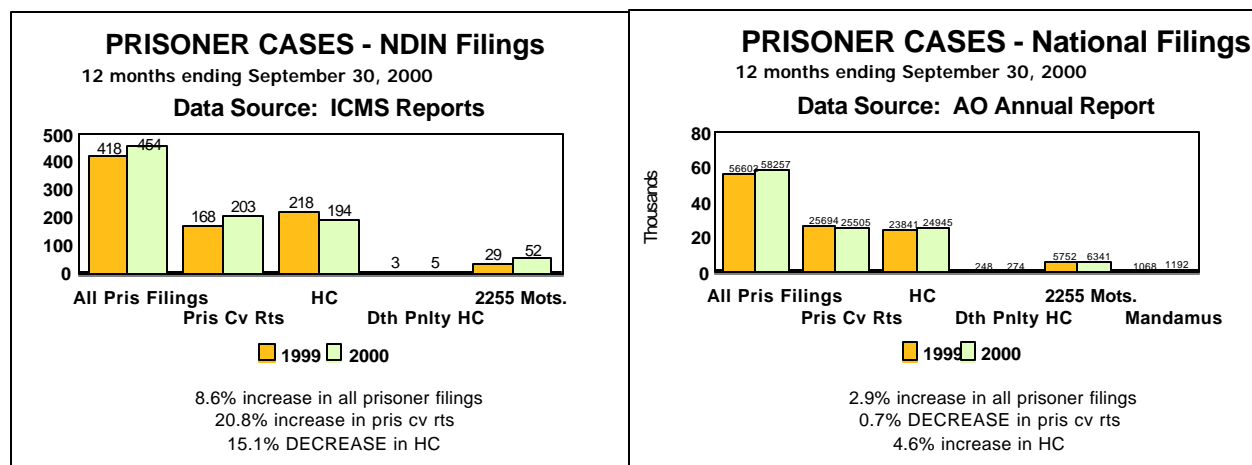
Our **fiscal 2000** civil filings increased significantly compared to the national average from 1999 to 2000 (9.8% vs. 0.3%).



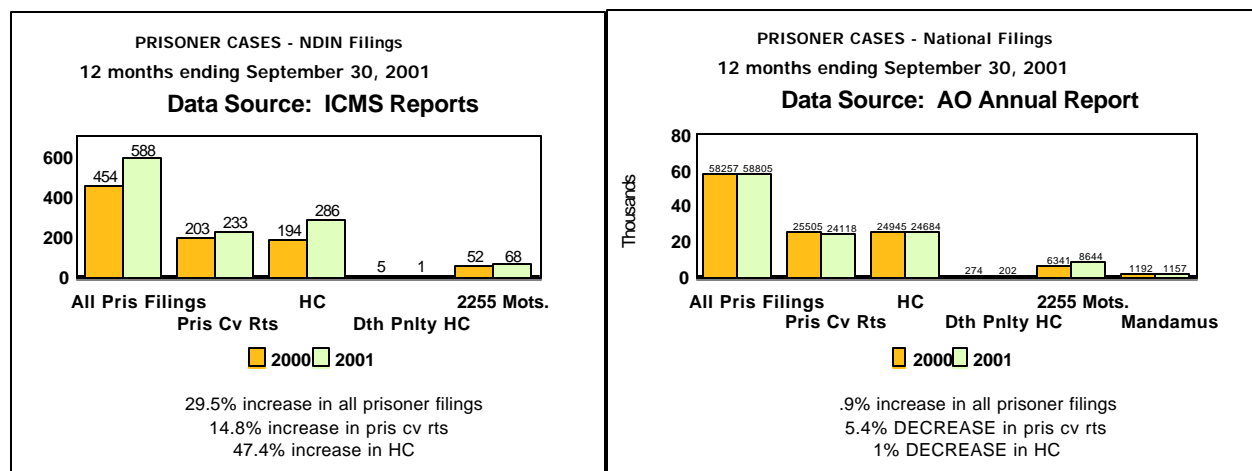
The increase in civil filings we saw in **fiscal 2001** appears to be continuing, with a 7.3% increase over fiscal 2000.



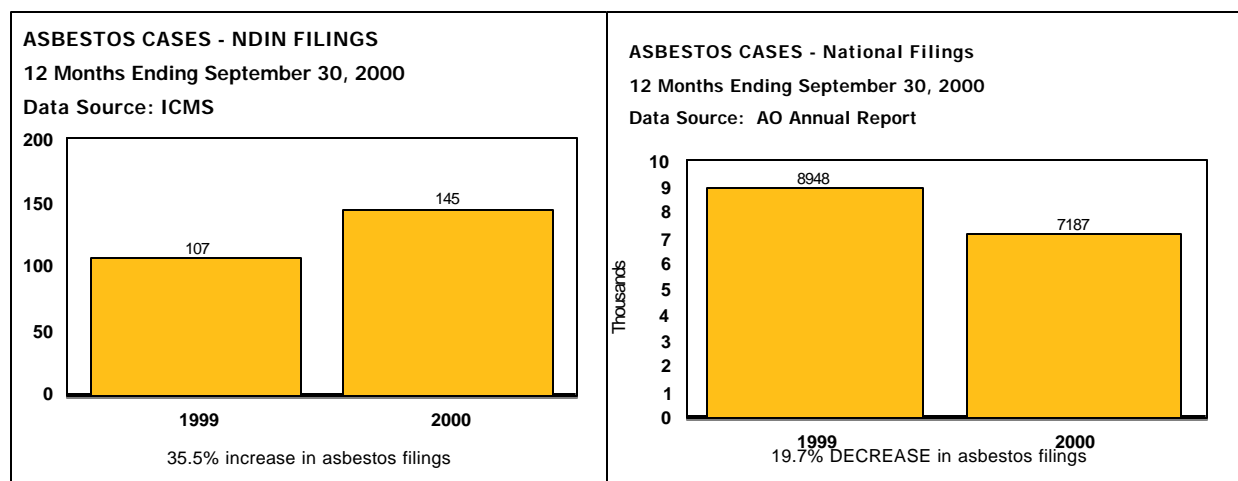
Part of the increase in civil filings is due to the prisoner filings, which have continued to rise overall. A decline for several years was a result of the Prison Litigation Reform Act. In **fiscal 2000**, we saw an increase of 20.8% in prisoner civil rights filings, and a decrease of 15.1% in habeas corpus filings. This resulted in a 8.6% increase in prisoner filings overall.



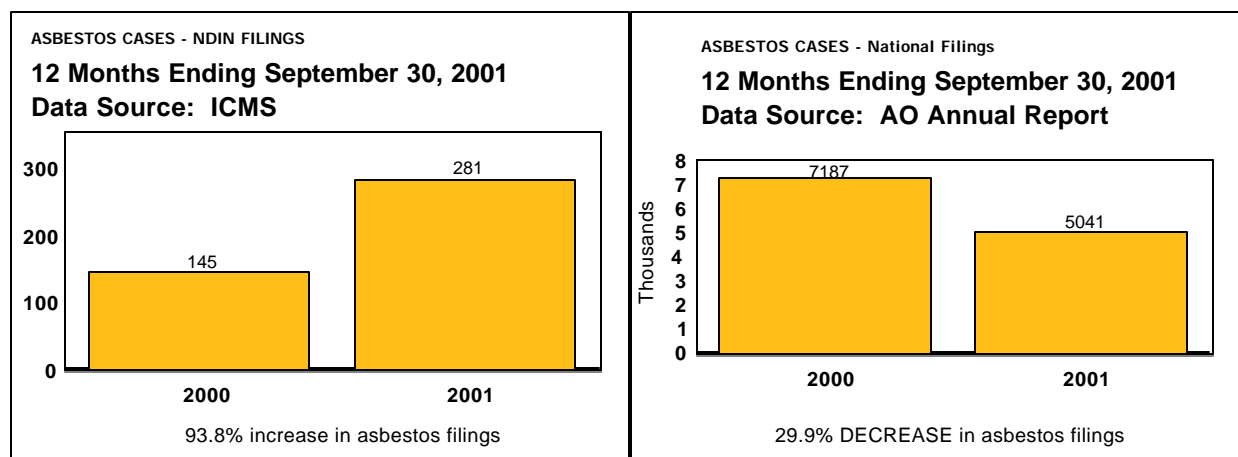
Part of the increase in civil filings is due to the prisoner filings, which have continued to rise (29.5%). In **fiscal 2001**, we saw an increase of 14.8% in prisoner civil rights filings, and an increase of 47.4% in habeas corpus filings. In contrast, courts nationwide saw a 5.4% decrease in prisoner civil rights cases and a 1% decrease in habeas corpus filings.



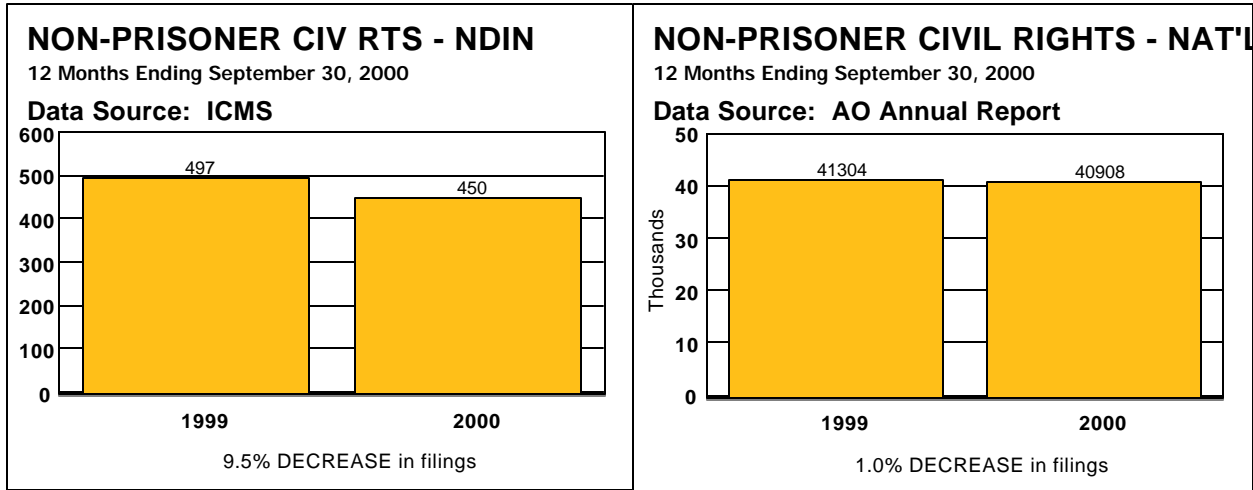
Another area of civil cases where we have seen a significant increase in the filings is the asbestos personal injury cases. In **fiscal year 2000**, we experienced an increase in the asbestos personal injury case filings of 38 cases (35.5%), while courts nationwide saw a decrease of 19.7%:



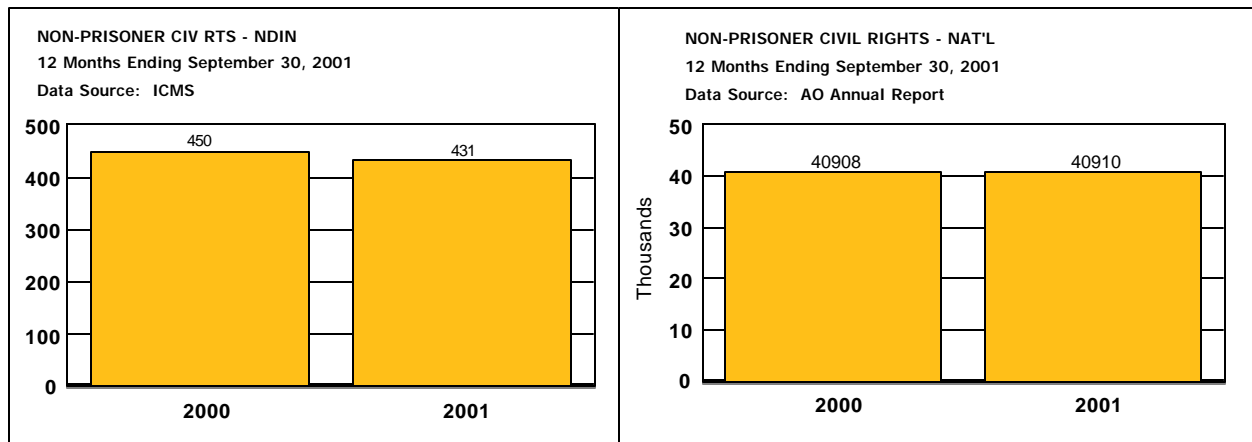
In **fiscal year 2001**, we continued to experience an increase in the asbestos personal injury case filings of 136 cases (93.8%), while courts nationwide saw a decrease of 29.9%:



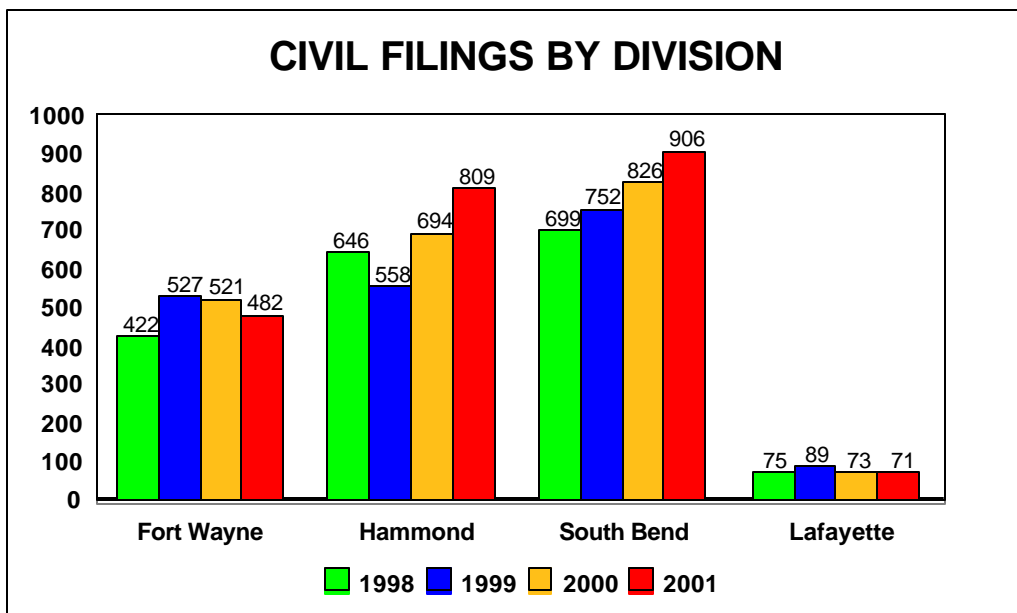
Our district's non-prisoner civil rights case filings decreased by 47 cases in **fiscal 2000** (9.5%). Nationwide filings of these cases decreased just slightly (1.0%):



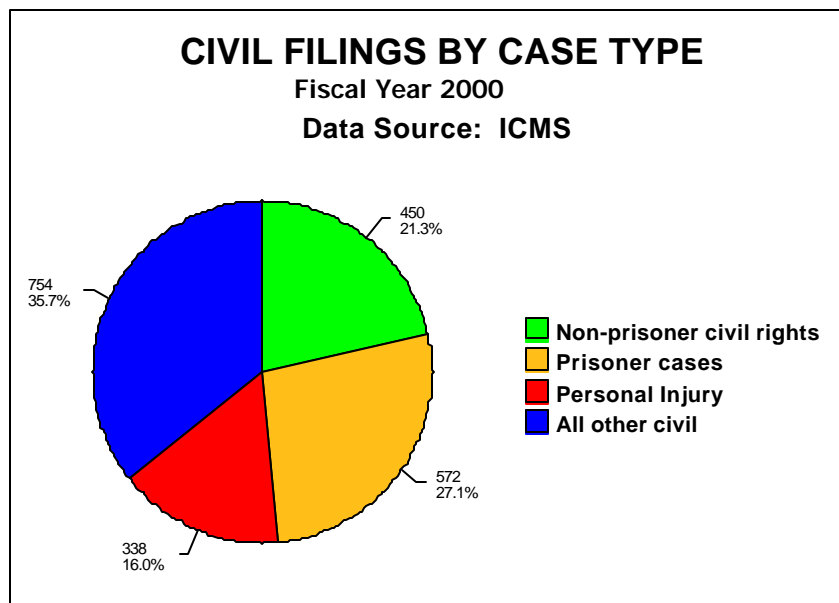
Our district's non-prisoner civil rights case filings again decreased by 19 cases in **fiscal 2001** (4.4%). Nationwide filings of these cases remained the same:



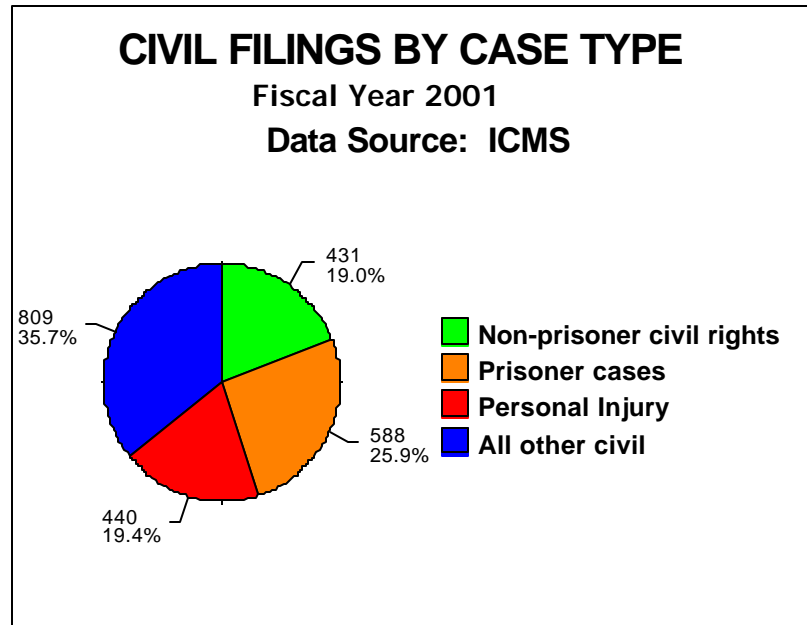
The number of civil filings for each division, for the past four years, is shown on the following chart. South Bend experienced an increase of 9.7% , Hammond experienced a significant increase of 16.6% , Fort Wayne experienced a decrease of 8.1% and Lafayette experienced a decrease of 2.8% in **fiscal 2001** from **fiscal 2000**.



In assessing civil filings by case type for the entire district in **fiscal year 2000**, prisoner cases represented the largest percentage for a single type of filing (27.1 %), followed by non-prisoner civil rights (21.3%) and personal injury cases (16%), which includes asbestos cases.

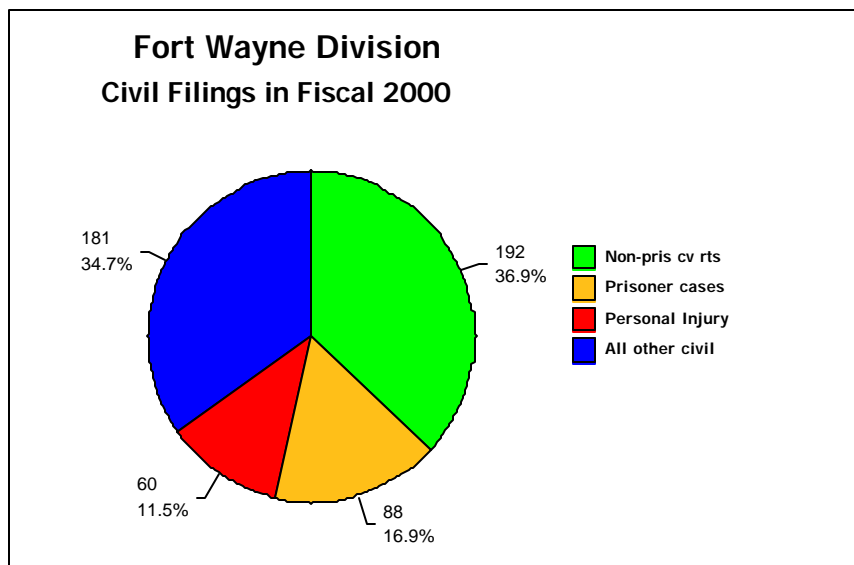


In assessing civil filings by case type for the entire district in **fiscal year 2001**, prisoner cases again represented the largest percentage for a single type of filing (25.9 %), followed by non-prisoner civil rights (19%) and personal injury cases (19.4%), which includes asbestos cases.

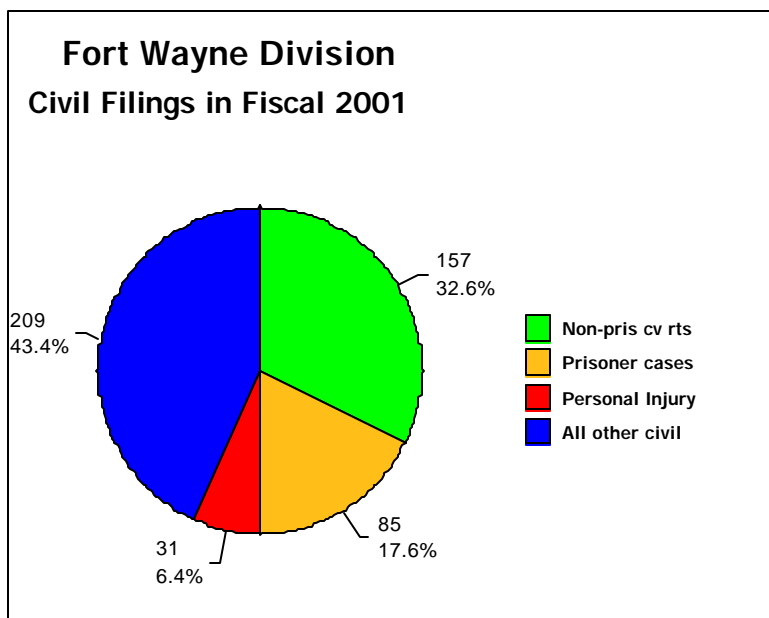


Looking at the same types of cases by division, the mix of civil cases varies with each division.

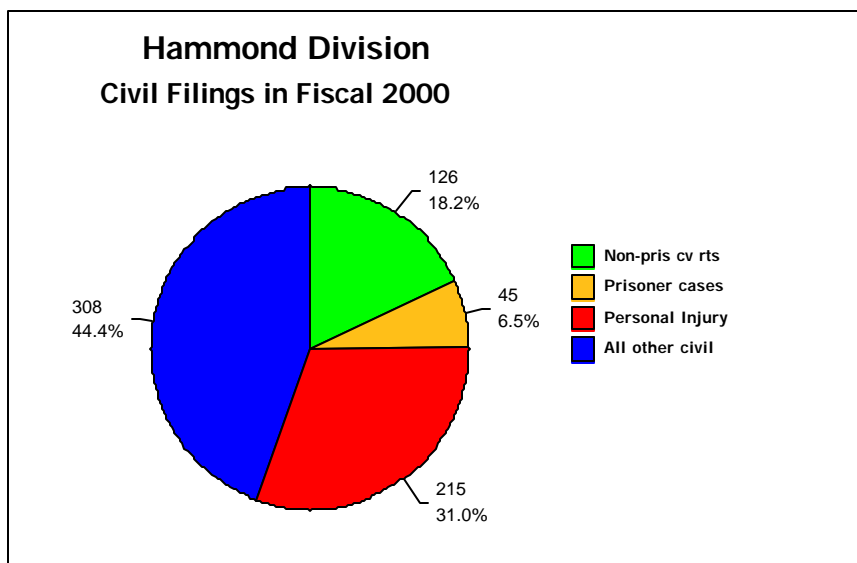
The two categories of civil cases most frequently filed in Fort Wayne in **fiscal year 2000** are non-prisoner civil rights (36.9%) and “other civil” (34.7%), comprising 71.6% of total filings in Fort Wayne.



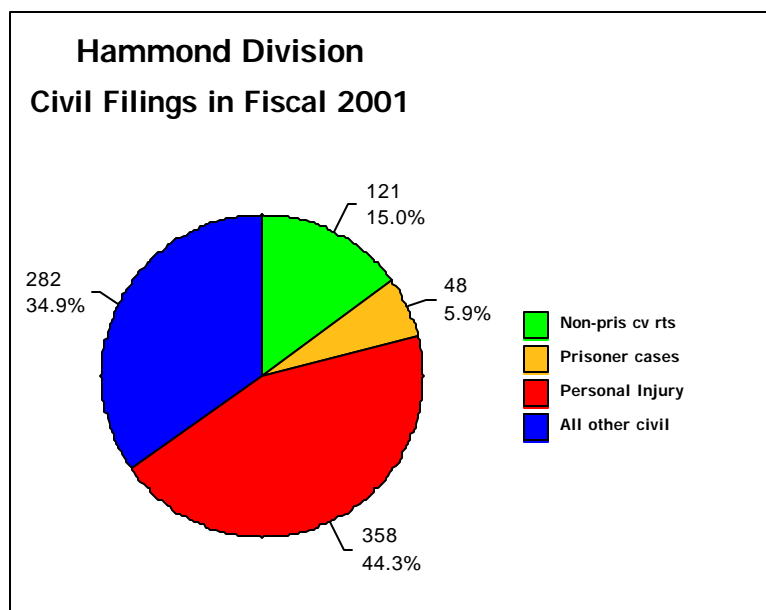
Looking at these same types of cases by division, the mix of civil cases varies with each division. The two categories of civil cases most frequently filed in Fort Wayne in **fiscal year 2001** are non-prisoner civil rights (32.6%) and “other civil” (43.4%), comprising 76% of total filings in Fort Wayne.



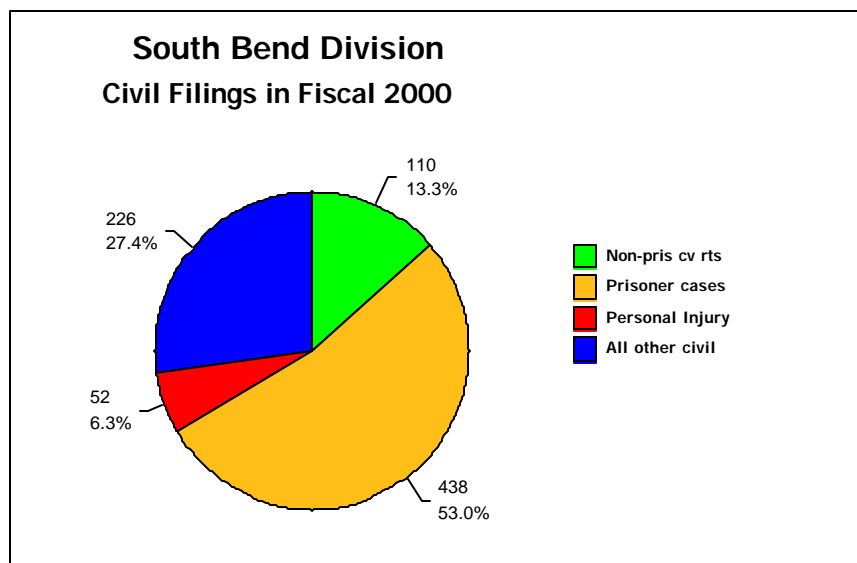
In Hammond, the two categories most frequently filed in **fiscal year 2000** were “other civil” (44.4%) and personal injury (31%), comprising 75.4% of total filings in Hammond. Included in personal injury filings are asbestos cases, the bulk of which were filed in the Hammond division (133 of 145 cases).



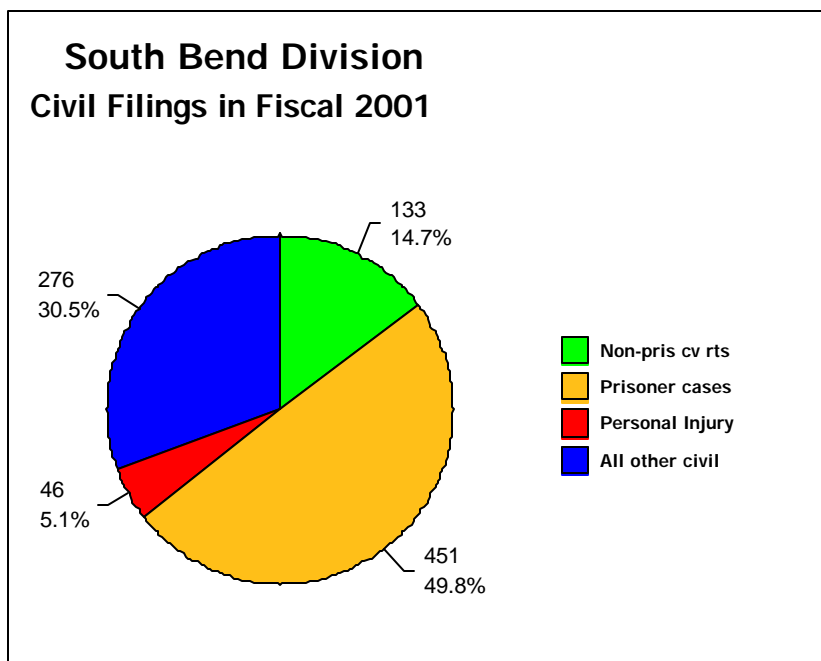
In Hammond, the two categories most frequently filed in **fiscal year 2001** were “other civil” (44.4%) and personal injury (31%), comprising 75.4% of total filings in Hammond. Included in personal injury filings are asbestos cases, the bulk of which were filed in the Hammond division (276 of 281 cases).



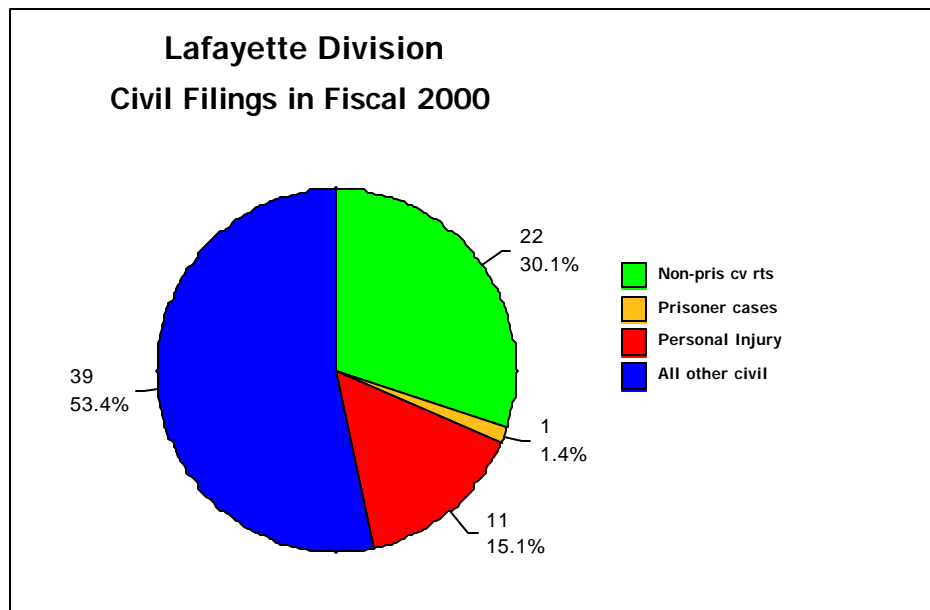
In the South Bend division during **fiscal year 2000**, prisoner cases continue to comprise the largest category of civil filings (53%), with “other civil” as the second most common case type (27.4%). Together, prisoner cases and “other civil” comprise 80.4% of South Bend’s filings.



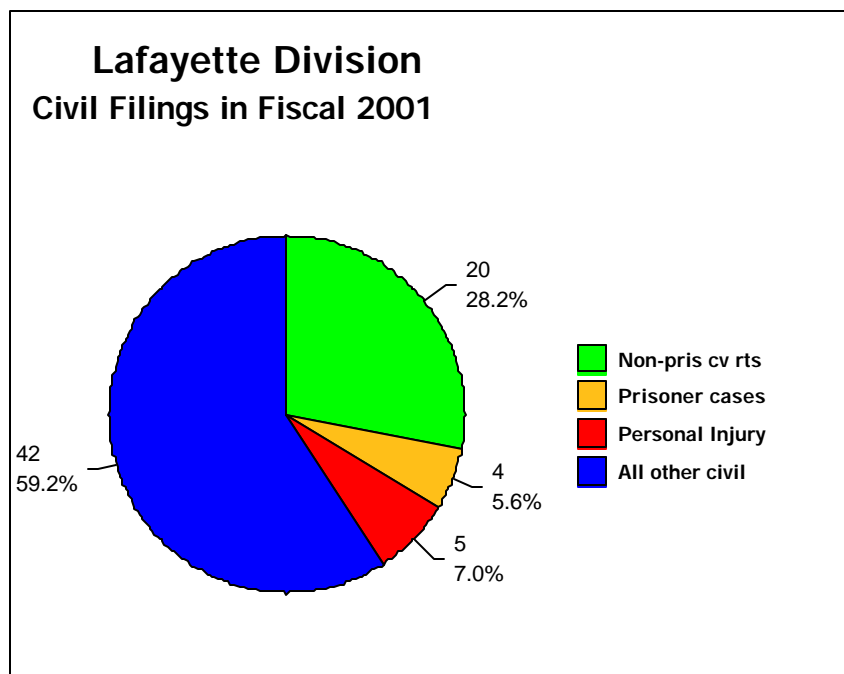
In the South Bend division during **fiscal year 2001**, prisoner cases continue to comprise the largest category of civil filings (53%), with “other civil” as the second most common case type (27.4%). Together, prisoner cases and “other civil” comprise 80.4% of South Bend’s filings.



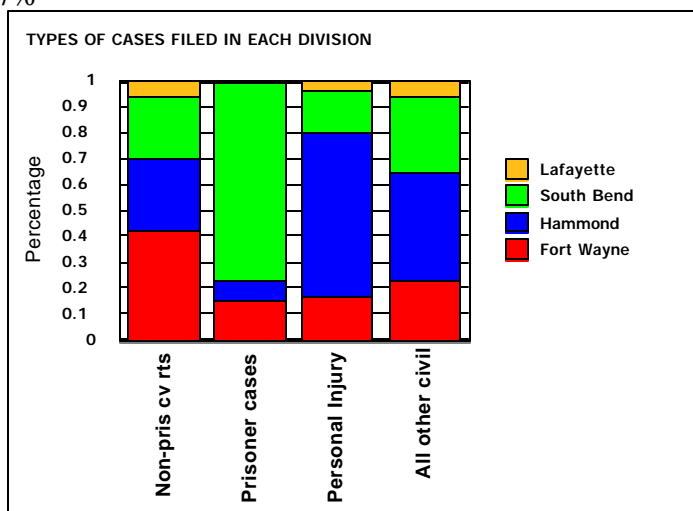
In the Lafayette division during **fiscal year 2000**, the two most common types of civil filings are “other civil” (53.4%) and non-prisoner civil rights (30.1%), comprising 83.5% of total filings.



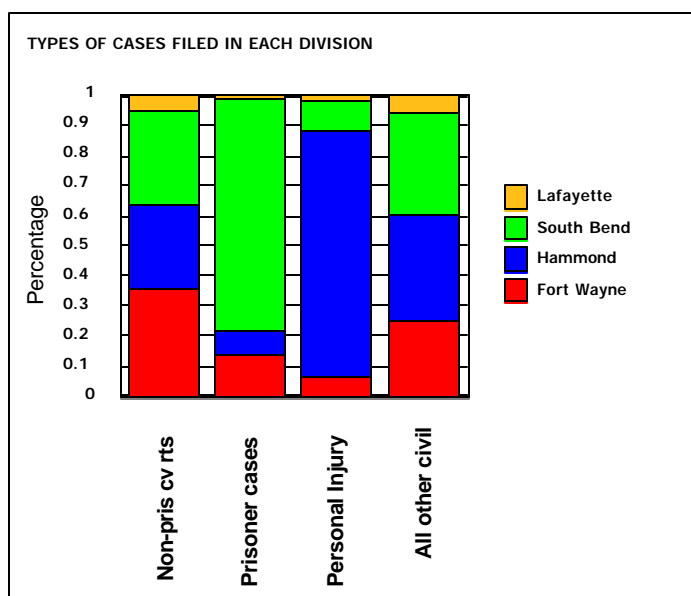
In the Lafayette division during fiscal year 2001, the two most common types of civil filings are “other civil” (53.4%) and non-prisoner civil rights (30.1%), comprising 83.5% of total filings.

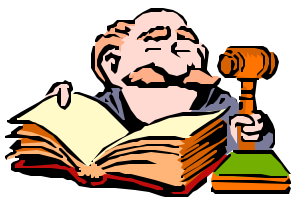


In **fiscal year 2000** district wide, the Fort Wayne office had the highest number of non-prisoner civil rights cases (192; 42.67%), the South Bend office had the highest number of prisoner cases (438; 76.57%) and the Hammond office had the highest number of personal injury cases (215; 63.61%) The number of other civil cases filed was divided among the four divisions as follows: Fort Wayne =181 or 24.01%, Hammond=308 or 40.85%, South Bend=226 or 29.97% and Lafayette=39 or 5.17%



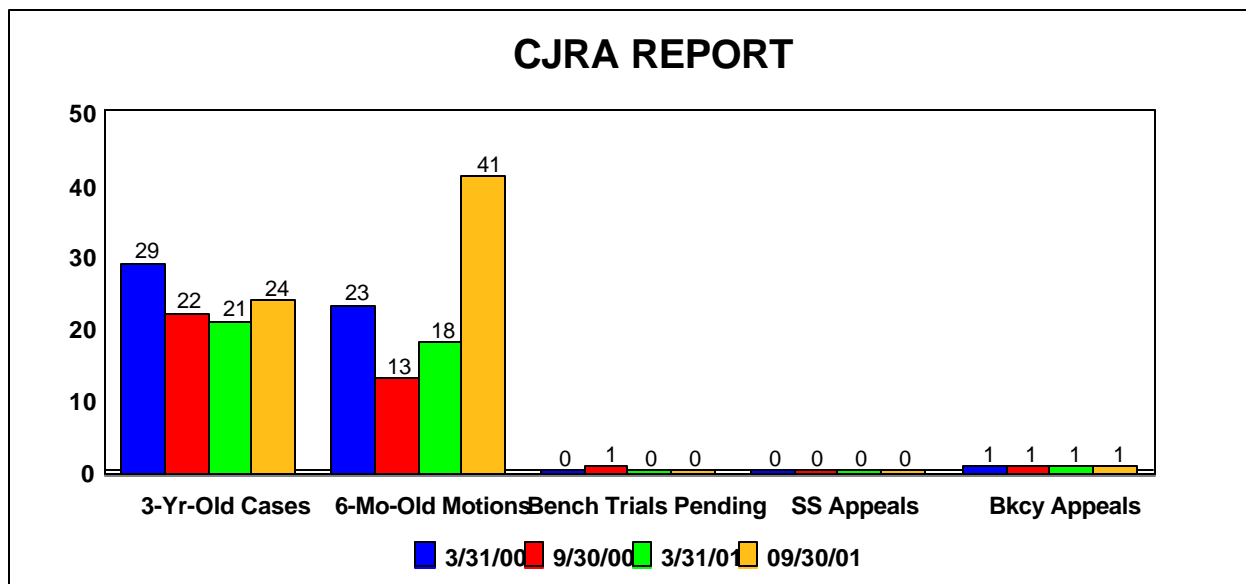
In **fiscal year 2001** district wide, the Fort Wayne office had the highest number of non-prisoner civil rights cases (157; 36.4%), the South Bend office had the highest number of prisoner cases (451; 76.7%) and the Hammond office had the highest number of personal injury cases (358; 81.4%) The number of “other civil” cases filed was divided among the four divisions as follows: Fort Wayne =209 or 25.8%, Hammond=282 or 34.9%, South Bend=276 or 34.1% and Lafayette=42 or 5.2%





Civil Justice Reform Act

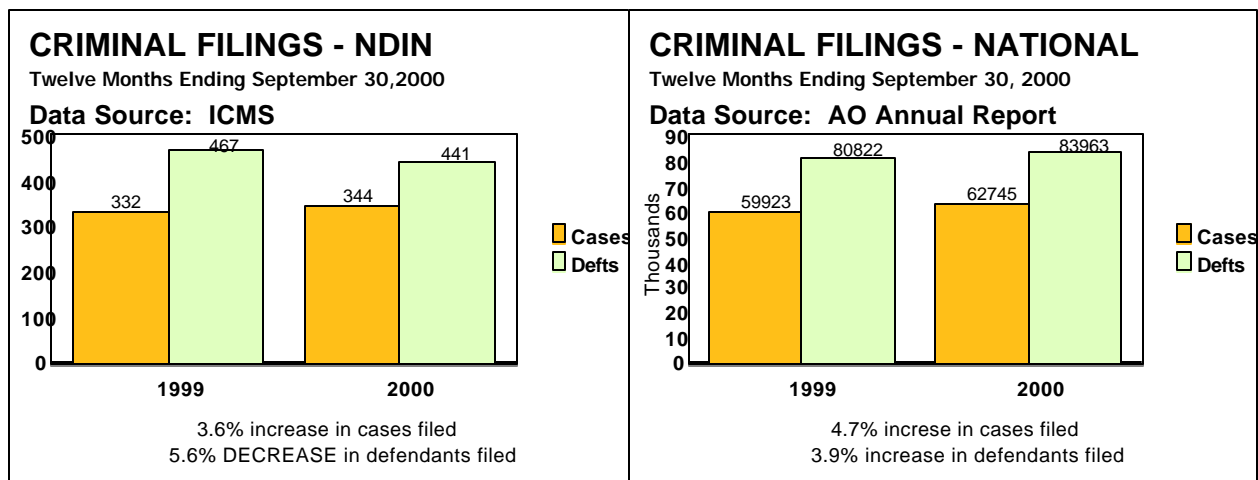
The Civil Justice Reform Act requires status reports from all judicial officers twice each year regarding pending 3-year-old civil cases, 6-month-old motions, bench trials under advisement, bankruptcy appeals and social security appeals. Since implementing the automated program mandated by the Judicial Conference, we have accomplished significant reductions in the number of matters pending on our district's CJRA report.



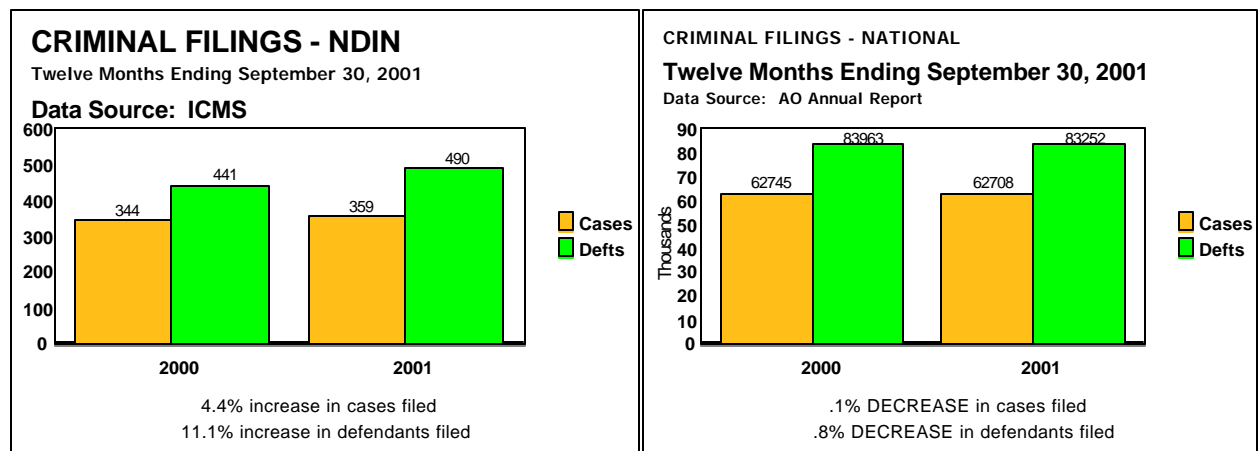


Criminal

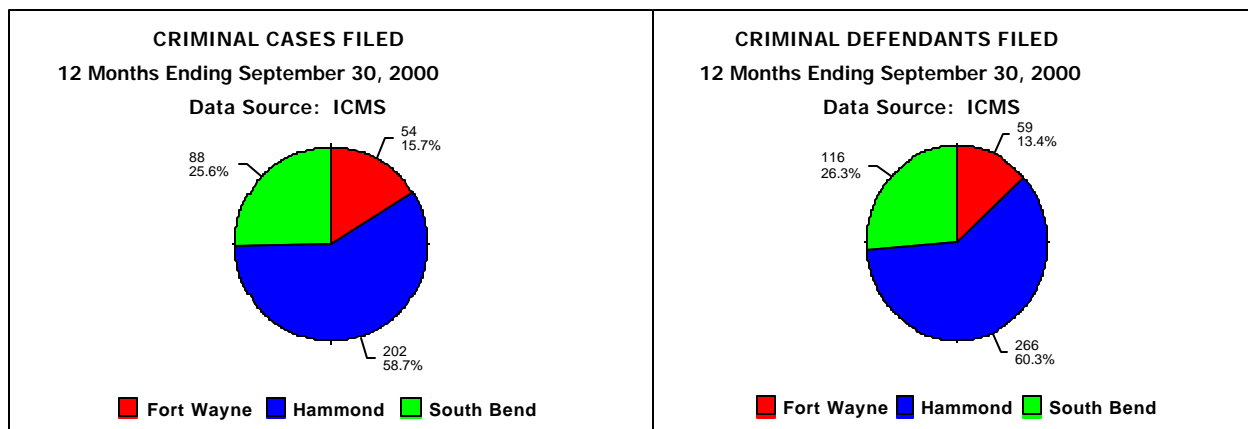
Criminal cases increased 3.6% and defendants decreased 5.6% in the Northern District of Indiana from 1999 to 2000. This compares with increases of 4.7% and 3.9% in these areas nationwide.



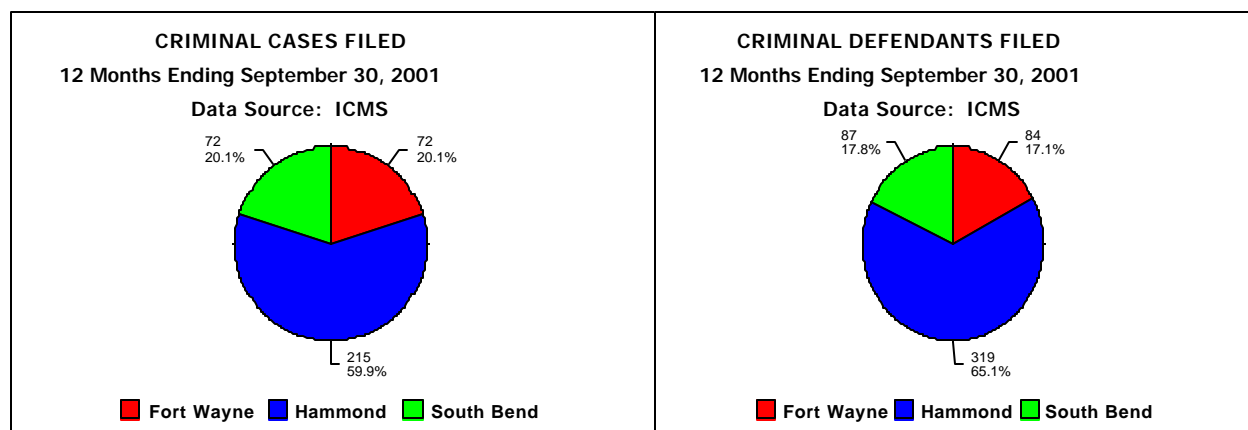
While criminal case filings increased 4.4% from 2000 to 2001, defendants increased 11.1% in the Northern District of Indiana from 1999 to 2000. This compares with decreases of .1% and .8% in these areas nationwide.



Distribution of criminal filings among Fort Wayne, Hammond and South Bend divisions has remained relatively constant. As we have seen in past years, the greatest number of criminal filings in **fiscal 2000** occurred again in the Hammond division. The Hammond division received 58.7% of cases (compared to 65.5% in 1999) and 60.3% of defendants (compared to 66.1% in 1999, both down from fiscal 1999). In Fort Wayne, criminal filings comprised 15.7% of district criminal cases and 13.4% of defendants, both up slightly from fiscal 1999 (15.5% of cases & 14.0% of defendants in 1999). In South Bend, criminal cases accounted for 25.6% of district criminal cases (compared to 18.9% in 1999) and 26.3% of defendants (compared to 19.9% in 1999), both up from 1999.



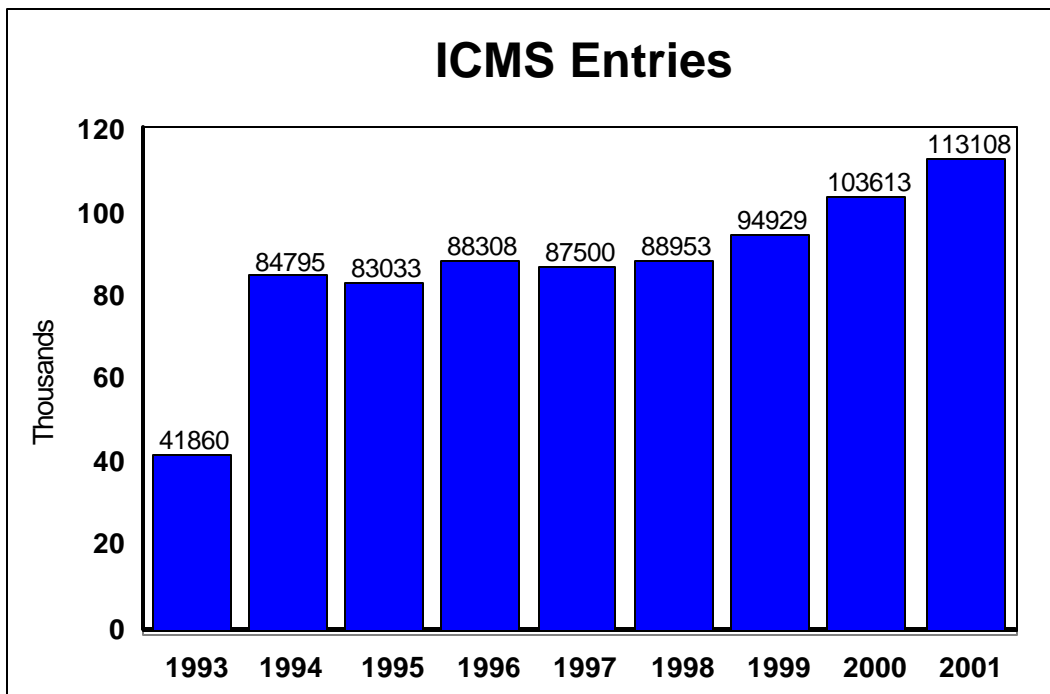
Distribution of criminal filings among Fort Wayne, Hammond and South Bend divisions will change with the new criminal equalization procedures instituted in October, 2001. As we have seen in past years, the greatest number of criminal filings in **fiscal 2001** occurred again in the Hammond division. The Hammond division received 60% of cases (compared to 58.7% in 2000) and 65.1% of defendants (compared to 60.3% in 2000), both up from fiscal 2001. In Fort Wayne, criminal filings comprised 20% of district criminal cases and 17.1% of defendants, both up from fiscal 2001 (15.7% of cases & 13.4% of defendants in 2001). In South Bend, criminal cases accounted for 20% of district criminal cases (compared to 25.6% in 2000) and 17.8% of defendants (compared to 26.3% in 2000), both down from 2000.



Integrated Case Management System



The court's automated docketing system, ICMS, was implemented in 1992 for civil cases and in 1994 for criminal cases. Since that time 786,099 docket entries have been made in the system:

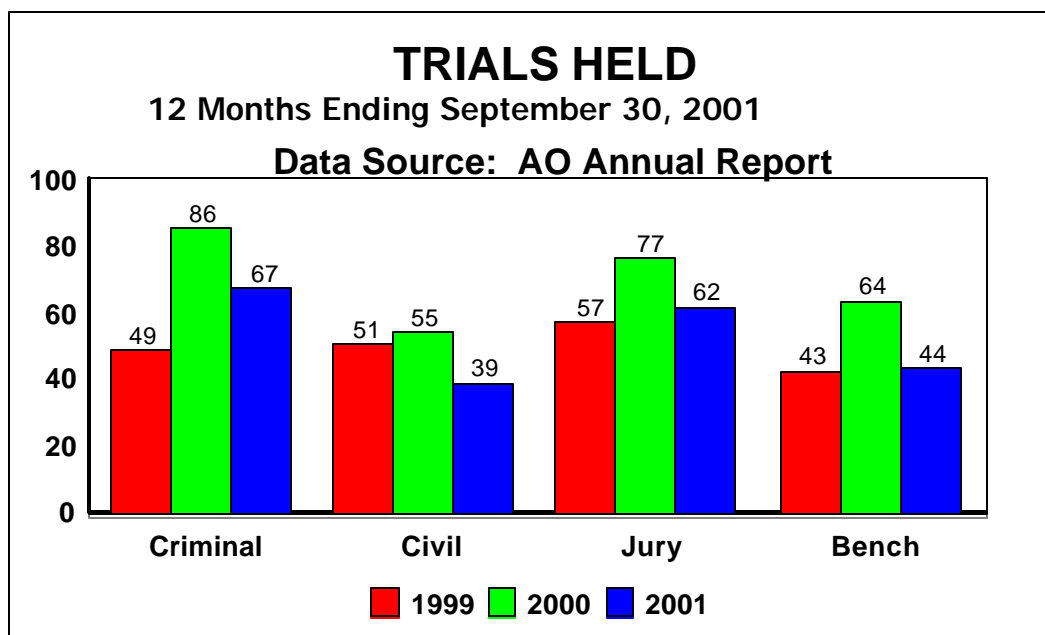


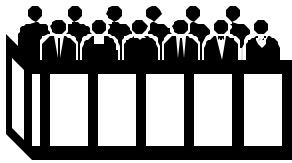


Trials

The number of total trials (jury and bench) during **fiscal 2000** was 141, up 41% from fiscal 1999 (100 trials). During **fiscal year 2001** the number was 106, down 24.8% from fiscal year 2000 (141 trials). The percentage of civil vs. criminal trials in **fiscal year 2001** changed significantly from fiscal 1999 to fiscal year 2000, with the percent of civil trials decreasing (from 49% to 39%) and criminal trials increasing (from 51% to 61%). During **fiscal year 2001** the percentage of civil vs. criminal trials remained about the same from fiscal year 2000 to fiscal year 2001, with the percent of civil trials decreasing slightly (from 39% to 37%) and criminal trials increasing slightly (61% to 63%). Nationwide in fiscal year 2000, criminal trials comprised 57.4% of total trials and civil accounted for 42.6% of all trials. In **fiscal year 2001** nationwide, criminal trials comprised 61.7% of total trials and civil accounted for 38.3% of all trials.

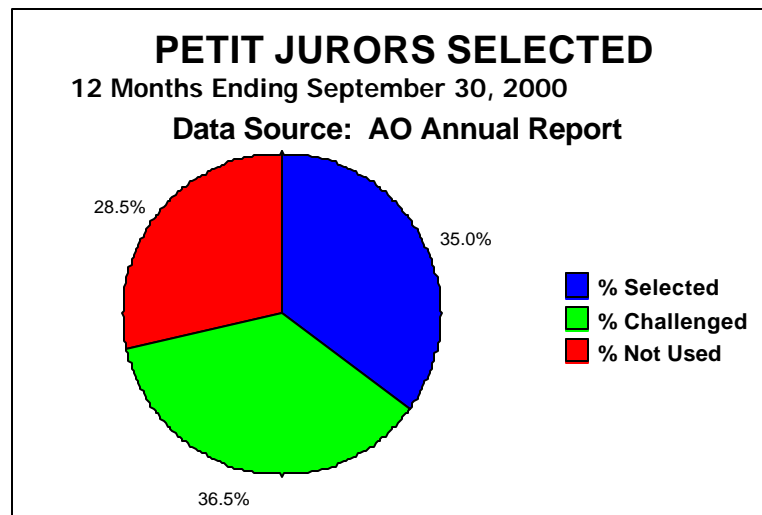
The percentage of jury vs. bench trials also changed from fiscal year 1999 to fiscal year 2000. The percentage of jury trials decreased from 57% in 1999 to 54.6% in 2000. The percentage of bench/other trials increased from 43% to 45.4%. The percentage of jury vs. bench trials also changed from fiscal year 2000 to fiscal year 2001. The percentage of jury trials increased from 54.6% in 2000 to 58.5% in 2001. The percentage of bench/other trials decreased from 45.4% to 41.5%.





Jurors

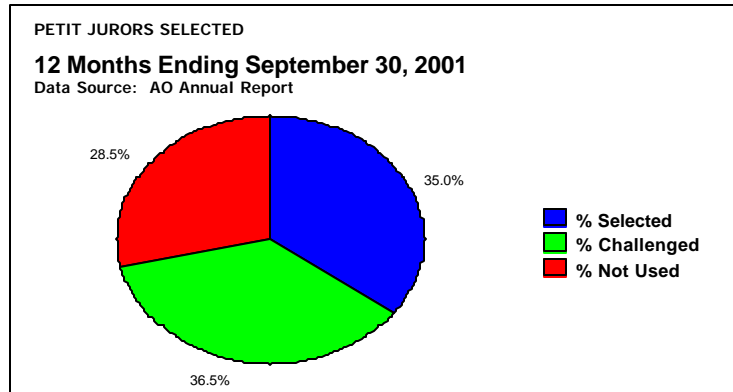
During **fiscal year 2000**, a total of 2,510 prospective petit jurors appeared for selection in our district and 81 juries were selected, an increase in activity from fiscal year 1999 (2,260 jurors and 73 juries selected). Of the jurors who appeared for selection, 35% were selected to serve on a jury, 36.5% were challenged and 28.5% were not used. Several years ago, the Judicial Conference set a goal of 30% or lower for unused jurors and our court has once again met that goal.



During **fiscal year 2000** there were 7 grand juries serving our district. These grand juries held 62 sessions and spent a total of 370 hours in session. About the same volume of activity we saw in fiscal year 1999 (5 grand juries, 64 sessions and 393 hours). The average number of grand jurors per session was 20.3 and the average length of a session was 6 hours, about the same as fiscal year 1999 (20.9 jurors and 6.1 hours per session).

GRAND JUROR ACTIVITY					
	# Grand Juries	# Sessions Convened	Total Hours in Session	Average #Jurors per Session	Average #Hours per Session
FY 1999	5	64	393	20.9	6.1
FY 2000	7	62	370	20.3	6
% Change	40.0%	-3.1%	-5.9%	-2.9%	-1.6%

During **fiscal year 2001**, a total of 1,771 prospective petit jurors appeared for selection in our district and 56 juries were selected, a decrease in activity from fiscal 2000 (2,510 jurors and 81 juries selected). Of the jurors who appeared for selection, 36.1% were selected to serve on a jury, 35.6% were challenged and 28.2% were not used. Again we have met the 30% or lower un-used juror goal set by the Judicial conference.



During **fiscal year 2001** there were 5 grand juries serving our district. These grand juries held 72 sessions and spent a total of 440 hours in session, a slight increase in activity from what we saw in fiscal year 2000 (7 grand juries, 62 sessions and 370 hours). The average number of grand jurors per session was 20.1 and the average length of a session was 6.1 hours, about the same as fiscal year 2000 (20.3 jurors and 6 hours per session).

GRAND JUROR ACTIVITY					
	# Grand Juries	# Sessions Convened	Total Hours in Session	Average #Jurors per Session	Average #Hours per Session
FY2000	7	62	370	20.3	6
FY2001	5	72	440	20.1	6.1
% Change	-28.6%	16.1%	19.0%	-1%	1.7%

In 2001, we recognized the Internet has become a major means of information gathering and dissemination. It seems incumbent upon the courts to utilize this technology to help the courts work in a more productive and cost effective manner. After analyzing the feasibility of using the Internet as a tool to help reduce postage costs, and the amount of data entry jury clerk's must do when jury summons are returned, the Northern District of Indiana has begun using the Internet as a means for jurors to complete their summons. This "de-centralization" of data entry moves from the clerks office to the summoned individual using the Internet as a conduit to the Juror for Windows jury management database. By using the Internet to have potential jurors access their juror data, a two step court can achieve two cost saving measures: return postage and time.



Personnel

There were numerous changes in personnel in the year **2000**, both in chambers and the clerk's office. A number of law clerks completed their term of service with the court and we had new clerks who came on board. Deborah Campbell replaced Tom Eme in Judge Lozano's chamber. Tom, a career law clerk, left in September to take a position with the Security and Exchange Commission in Chicago. Michael DeBoer began in August, replacing Allison Smith in Judge Springmann's chambers. Changes in Judge Sharp's chambers included Susan Johnson beginning her employment in October 1999, Julia Church-Kozicki becoming the Death penalty law clerk in January, 2000, Amanda Howland leaving in June of 2000, Jennifer DeCamp working as an assistant secretary from July through October, 2000 and Christopher Evens coming on as a law clerk in October, 2000. A significant change in the South Bend division was the appointment of Honorable Christopher A. Nuechterlein as Magistrate Judge on January 10. His chambers saw Karen Brown, secretary, resign and Mary Lou Freitag come in as her replacement in June. His law clerk, Deborah Domine, left in December, 2000 to take a position as Magistrate in the Juvenile Court, Elkhart County. In Judge Miller's chambers, Victoria Nilles left in July and Scott Smith came on as her replacement. In August, Heather McShain left Judge Lee's chambers in Fort Wayne and was replaced by James McCament.

On a personal note, Abigail Marie Kuchmay, daughter of Lori Kuchmay, law clerk in Judge Lee's chambers, was born October 21 and Olivia Ray Gallucci, daughter of Tina Gallucci, court reporter in Judge Lee's chambers, was born October 7. Barb Avery and Darrell Howard were married in April, with the Honorable Allen Sharp officiating at the ceremony.

Richard Bicknell from the Systems staff and Caryl Turner from the Clerk's Office both left during 2000. Two new employees were hired in March, 2000, Jimmie Padly, docket clerk in Fort Wayne division and Pat Qualls, docket clerk in the Hammond division. Brian Pawlowski, was hired in April, 2000 as the Automation Support in the South Bend division, and Kevin Krikau was hired in October, 2000 as the Automation Support in the Hammond division, Jennifer Darrah was hired in December, 2000 as a docket clerk in the South Bend division.

2001 again saw numerous changes, both in chambers and the clerk's office. Some law clerks completed their term of service with the court while new clerks joined some chambers. Bryan Richards joined the court as the third full-time pro se law clerk. In August the following changes took place: Damon Leichty replaced Mick Tuesley in Judge Miller's chambers in South Bend; Brandon Lemley replaced Debra Colby in Judge Cosbey's chambers in Fort Wayne. In the Hammond division, Sona Patel replaced Jason Paupoure in Judge Rodovich's chambers, Rob Kinsella replaced Dean Lanter in Judge Lozano's chambers and Paul Torzilli replaced Abby Clapp in Judge Moody's chambers.

During 2001, the Clerk's Office had the following staff changes: in March, Karen Schwenk, Intake Clerk, South Bend and Joyce Walden, Intake Clerk, Hammond; in April, Denise O'Connor-Blanchard, assistant secretary in Hammond, and in August, Katharine Wright, docket clerk in Fort Wayne. Joyce Walden was promoted to docket clerk in September. Elaine Bakle left during 2001.



Operations

Fiscal 2000 & 2001 were filled with new and exciting changes and challenges in the operation section of our court. Limited budget funding resulted in having our staff learn to “work smarter rather than harder” to accomplish the court’s goals and objectives. Our staff has proven, once again, that diligence and determination are the cornerstones to the success of our court. Their team effort is an essential factor in allowing our court to continue to be recognized as one of the leading courts in the nation for it’s size and demography. Some of the highlights during these past two years include the following:

Performance Appraisal System:

In early 2000, we piloted our performance appraisal system for docket clerk and courtroom/case management deputies. With the feedback and suggestions we received upon the conclusion of the pilot phase of this project, we are currently making revisions to our performance appraisal system. We believe these changes will improve our current performance process. The revised performance appraisal system for all clerk’s office staff will be implemented in January 2002.

Brainstorming:

The “brainstorming” sessions continued to be held by the Clerk, Chief Deputy and the Director of Informational Services throughout the district. These sessions continue to be beneficial to everyone in the court by addressing issues dealing with policy and procedures, and other key concerns important to the operation of the court. In addition, these brainstorming meetings are held as an extended lunch period which allows time for the staff and the Clerk, Chief Deputy and the Director of Informational Services to share ideas with each other in a relaxed atmosphere.

Procedural Manuals:

Procedural manuals continue to be effective training and reference tools for all clerk staff. Each manual is written and developed by a committee consisting of staff from each divisional offices, along with the Chief Deputy and the administrative assistant. The Civil, Jury and Criminal Manual will be completed and once approved, will be located on our court website for easy accessibility. Updates to the manuals will continue to be an ongoing process.

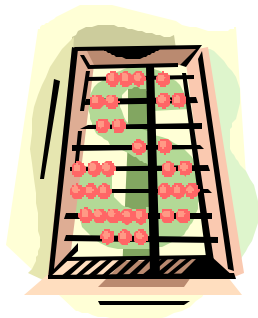
Jury Projects:

A new automated voice response system was implemented making it easier for jurors to call in regarding their juror status. Petit and Grand jury exit questionnaires were standardized throughout the district. Jury information was made available to the public on our District's intranet site. The District adopted the voir dire procedure used in the Fort Wayne division allowing counsel to view the voir dire questionnaires the afternoon before trial. This procedure has proven to benefit both the court and the bar by saving time during the voir dire process.

Personnel Manual:

The personnel manual is been revised and place on the Intranet Web Page.



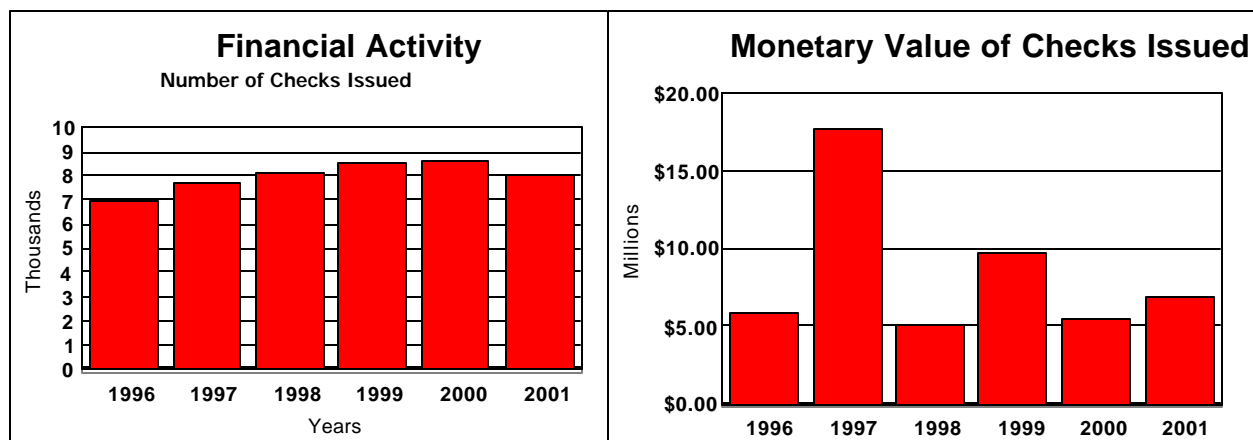


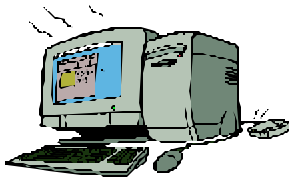
Finance Budget & Procurement

The Financial section had a fulfilling fiscal year 2000. As noted last year, we were one of the early implementation courts of a new accounting system, FAS₄T. That became a reality on May 1, 2000. Today everything is running smoothly. The transition has allowed us to process our transactions and complete our reporting requirements in a more accurate and timely manner. It also has reduced our manual record keeping and has helped us track our expenditures. At the end of 2001, we also upgraded our FAS₄T software to a new version.

During fiscal year 2000, the financial staff, with the help of the systems department, included information on the intranet related to the Criminal Justice Act and the post judgment interest rates. This also began the training of case management deputies in the operation of the new Criminal Justice Act (CJA) voucher payment system. Staff attended testing of the new version of FAS₄T along with mentoring of other district courts' implementation of FAS₄T.

Some of the major projects in procurement included: the purchase and installation of new courtroom technology equipment in South Bend in Judge Sharp's courtroom; remodel and new furnishings for Judge Neuchterlein's Chambers; new counsel and jury box chairs in Judge Miller's Courtroom in South Bend; and new seating for the South Bend Clerk's office and Fort Wayne Clerk's Office staff.





Automation & Technology

In the past two years, the Northern District of Indiana has continued to make progress in information resources management and technology. Because of the continued growth and greater reliance on the District's information systems, our systems staff has felt the increasing workload of supporting numerous systems in face of decreasing budgets and increased demands and expectations by the Court.

To respond to the increased demands to do more with less, the automation staff initiated several major projects in 2000/2001. We have continued to enhance our internet site and intranet site, which has allowed immediate access to court forms, job information, divisional office information, juror information, a link to Web Pacer, as well as, links to other important government web sites. Web Pacer allows the public to access docket information via the internet. Our Internet site for the Northern District of Indiana has had 35,300 hits since it's beginning.

In the spring of 2000, we implemented the Jury Auto Attendant System. The system provides a facility which, through the use of an interactive voice technology interface (which uses the caller's touch-tone telephone, special voice/data/network cards, a single PC on the LAN, and the Juror for Windows database), either routes calls to court staff who can process requests, or returns information from the Juror for Windows database, which is accessible through the script of the interactive voice response system. We were the first court to use this technology to direct jurors to report at a specific time based on their unique participant number.

The systems' staff was also kept busy doing cyclical replacement of computers. In 2000/2001 we upgraded the network infrastructure in all four divisions, replaced 50 desktop computers and four network servers district wide. There are currently now 155 desktop computers and laptops being used throughout the District.

With the introduction of the new Electronic Leave Management Organization(ELMO), each employee is now submitting their leave requests electronically to their supervisor, thereby reducing the amount of paper that is being handled. "This has been a major accomplishment in reducing paper handling and data entry" said Human Resource Specialist, Jane Tarwacki, who previously entered hundreds of leave requests each year into a database system manually. This is another example of systems working harder to make employees lives easier.

The Courtrooms were not exempt from technology. As a reflection of the world of automation, information technology is used to accelerate and enhance the effectiveness of communication in the courtroom between litigants, the bar and the public. In addition to Chief Judge Lee and Judge Miller, Judge Sharp's courtroom is now equipped with automated evidence presentation systems. By adopting these strategic initiatives aimed at reducing reliance on paper and achieving economies in its way of doing business, the quality and efficiency of courtroom proceedings have increased.

Popularity of video conferencing and satellite training also continues to increase in the District. The Federal Judicial Television Network (FJTN) allows the judiciary to broadcast educational and informational programming from a broadcast studio in Washington, D.C. The Administrative Office, Federal Judicial Center and Sentencing Commission have undertaken a broad distance learning initiative to provide a variety of programming for this relatively new network. There are approximately 250 court downlink sites participating, thereby making the FJTN the civilian federal government's second largest private broadcasting network. Implementation of videoconferencing for civil rights, pretrial hearings and other applications has facilitated court proceedings. More and more pretrial conferences or hearings are being held via video conferencing. This reduces the need to transport prisoners to the courthouse.

Another technology that has become beneficial to the court is streaming video. The Northern District of Indiana's automation team has implemented two types of video streaming. First, "On demand" video because it uses a web server to push the content of a pre-recorded video to the users desktop using special software. Users are able to select previously recorded FJTN broadcasts from the intranet site. This has given staff the flexibility to watch previously recorded training programs at their leisure. Second, there is "Live" streaming. By selecting the "Live Broadcast" link from our intranet site, users are able to view live FJTN programs from their desktop without the need to leave their desk. We have just begun to tap into this wonderful technology which will enhance distant learning opportunities in the court.

The exponential growth of information technology in the courts during the past several years has allowed the court to function more efficiently, but at the same time has created a dependency on automated systems within the court. Through proper planning, implementation and administration of the ever increasing array of automated tools, the systems staff will continue to seek out new and better ways to help conduct business.



Training.....

Training has enabled our court to grow in the areas of operations, technology and professional development. Our district wide-training committee comprised of Bankruptcy, Probation and District Court meeting regularly to plan and develop training programs in order to provide the best training for our district by pooling our resources. Training has and will continue to be an integral component of our court's design and future. Our goal is to continue to provide all court personnel with the necessary skills for them to develop and to continue to provide the excellent customer service which is expected of our court. These programs were primarily planned, coordinated and provided by local court staff. Some of the highlights of our training programs this past year are as follows:

ICMS PowerPoint Sessions:

This is the third and fourth year the program has been offered in our district. These sessions allow docket and case management clerks an opportunity to not only participate but facilitate refresher ICMS training. Through the use of NetMeeting software and telephone conferencing all divisional offices were able to participate in ICMS presentations facilitated by deputy clerks. Some examples of this training are JS-10, JS-43 and party named entries.

Frontline Leadership Program:

The second phase of the Zenger-Miller program, *Frontline*, for supervisory staff from Probation, Bankruptcy and District Court was completed in the Spring 2000. The interpersonal skills taught at *Frontline* as well as *Working*, the counterpart program for non-supervisory staff, we believe are invaluable skills for all our clerk's office staff. These interpersonal skills have been incorporated into our performance appraisal system.. The third and final phase of the Frontline program is currently underway. Supervisory staff from the Northern District of Illinois have joined our training and this has been beneficial for all participants.

The FJTN Broadcast Network:

FJTN broadcasts have provided numerous training hours for all court staff to view either live, by video streaming or at their convenience from our large videotape library. These programs cover a myriad of topics ranging from personnel issues to general court operations matters. The following are some of the programs offered in 2000: *Federal Employees Health Benefits, Financial Planning and an Overview of the Employee Assistance Program (EAP), Current Issues in Human Resource Management, Travel Tools Available for Court Personnel, Teamwork Essentials, Capital Case Issues Update, Organization issues in the Courts, Supreme Court in Review and Court to Court.*

Health and Safety Training:

Several court personnel attended training programs offered by the U. S. Marshal service dealing with health and safety issues. These seminars offered *CPR and Defibulator Certification Training, Chemical/Biological Training and Security Awareness Training.* At our Employee Recognition Program, a representative from the Employee Assistance Program (EAP), presented a program to our staff entitled, *Balancing Work and Home*, which addressed the importance of balancing home and work in order to maintain our good health and well-being.

Local Rules Training:

A complete revision of the District's Local Rules became effective October 2, 2000. Division managers, Kathryn Brooks and Kurt Koch presented training to all four divisional offices, operations staff, and to personnel from the U. S. Attorney and Federal Public Defender offices.

Federal Court Leadership Program:

The Federal Judicial Center's two-and-a-half year Federal Court Leadership Program combines on-line computer instructions, face-to-face workshops, and self-directed projects at the Court level to teach and develop leadership skills. Participants in the program learn problem-solving skills they can apply to their projects in the program and in the courts. This two-and-a-half year program is conducted in four phases. Our Clerk's office has four participants in this program. They have all successfully completed Phases 1 and 2 of the project and are currently in Phase 3.

Inter-district Training:

Several members of our court personnel traveled to other districts to provide training in the areas of jury (JMS), Financial (FAST), work measurement studies, and FJC sponsored programs such as *Coping with Change.*

Code of Conduct Program:

A district wide training was offered to District, Bankruptcy and Probation/Pre-trial employees on *Introducing the Code of Conduct for Judicial Employees*. The purpose of providing training on this FJC sponsored program is two fold: (1) to teach what the code allows and proscribes and (2) to allow consideration of challenging and complex fact situations designed to explore application of the code to the “grey” areas that employees may encounter as members of the federal court.

Sexual Harassment Program:

Sexual Harassment Awareness, an FJC sponsored program was offered to all staff members of the District, Bankruptcy and Pretrial Services in our district. Participants of this program learned what “Sexual Harassment” is and what it is not, the kinds of behaviors that may be interpreted as sexual harassment in the workplace, and how a workplace can become sexually hostile. The program addressed ways individuals can minimize the occurrence of sexual harassment and what to do if they find themselves involved in an incident.

Miscellaneous Training:

Several small training programs were offered on the following topics: Government Vehicle Employee Handbook, Civil and Criminal docketing for new employees, TSP training.

FJC also sponsored a on-line conference on Strategies for Effective Communication for Divisional managers and two of our division managers participated in this conference.

In 2001 and 2002, we held many training programs topics on the following Topics: Criminal Citation Code Training, Criminal Manual Prep, Criminal Statistical Processing, Elmo Leave Program, ICMS training for new employees, Internet Policy, Local Rules, Principles of Effective Living, USDC Menu in WordPerfect, and V-tel setup training.

Several individuals from the district attended the Retirement Seminar sponsored by the National Institute of Transition Planning. People who are 10 years from retiring were eligible to attend the seminar held in Chicago.

Some members of the Court staff attended the FCCA Conference held in Cleveland from July 31- August 3, 2001. Todd Steiner and Melanie Sus presented a program on our Internet Jury forms where people can fill out the summons form on the Internet instead of using the paper form.



Special Events & Projects

The Northern District of Indiana has been involved in numerous special events and projects these past two years. Many of these special events involve the public and our local communities. The list of these exceptional projects held throughout the district is lengthy, but the following are just the highlights of endeavors for the past two years.

Induction Ceremony of Magistrate Judge Christopher Neuchterlein:

On Friday, March 10, 2000, Christopher Neuchterlein was sworn in as the newest Magistrate Judge for the Northern District of Indiana. The ceremony was held in the second floor courtroom of the Robert A. Grant Federal Building in South Bend. Immediately proceeding the ceremony, a reception was held honoring Magistrate Judge Neuchterlein at the Marriott Hotel.

Indiana Continuing Legal Education Form:

Our District Court presented their second and third annual program, "Federal Civil Practice for the Northern District," in Fort Wayne on April 26, 2000, and in South Bend on September 24, 2001, as part of the Indiana Continuing Legal Education Forum (ICLEF). The faculty for both programs included the District Judges and Magistrate Judges, the Clerk and various Attorneys. The third part of the program was held in South Bend, Indiana. The faculty for this program included our District Judges, Magistrate Judges, Clerk of Court, Chief Deputy, Division Managers, and our Courtroom Deputy Clerks.

Career Day Programs:

The Hammond and South Bend divisions participated in a Public and Not-For-Profit Service Career Day offered by Indiana University Northwest and South Bend campuses. Those presentations offered their students the opportunity to identify the diverse positions in the public and not-for-profit service.

School Study Connection:

The years 2000 and 2001 were the second and third years of participation by the Fort Wayne Division in the Fort Wayne Community School Study Connection Program. The program has approximately 90 volunteer sites throughout Fort Wayne with some 700 students involved. Chief Judge Lee and Kathryn Brooks participated as tutors. This outreach program helps to motivate students having difficulty with classwork and enables them to achieve, and to improve feelings and attitudes about themselves and their school. This program continued in the year 2001.

School Tours:

The court has become a wonderful training tool for local schools. We have had students of all ages and from many different community and parochial schools come to the courthouse to learn about the various agencies within the building, and to view the naturalization ceremony. The students are provided interesting information from several agencies including Judges, U. S. Attorney, Marshal Service and Task Force Members, Probation and members of the Clerks Office staff. The students were impressed with the various countries represented by the new citizens and the steps that they have to take to become citizens of the United States. A number of our visiting school groups have prepared flags that are presented to the new citizens at the conclusion of the ceremony.

Bring Your Child to Work Day:

The South Bend division held a building-wide Bring Your Child to Work Day Program. The children toured each of the agencies in the building and the highlight of the tour was a visit to the Marshal's Service which included being "locked up" in the prisoner cells. In addition, the children witnessed a mock robbery and actually participated in the court trial for the accused robbers. The children played the roles of the jury, defendants, attorneys for plaintiff and defendant, as well as the Judge with the assistance of the AUSA Grimmer and AUSA Brooks. Once the "verdict" was brought back and the defendants were found guilty, everyone celebrated with a hot dog roast with the Clerk of Court as presiding as the official "Court Chef."

Community Outreach and Naturalization Ceremonies:

For several years a large naturalization ceremony has launched the South Bend Ethnic Festival. The festival is an outside event that lasts four days and is held the last weekend in June. Naturalization ceremonies are also held at the Global Festival in the Lafayette division and the Fourth of July Festival and International Cultural Festival in the Hammond division. Several divisions participated in Thanksgiving food drives and Christmas collections for those in need.

Internship Program:

The internship program has been a success for several years in both our South Bend and Hammond divisions. This program allows students attending local colleges the opportunity to volunteer in the court and earn college credit toward their degrees. The students are assigned to work in the Clerk's Office and are given opportunities to see how the court operates by sitting in on court sessions, and spending time with other agencies in the building.

Employee Recognition Program:

Our first Annual Employee Recognition Program was held on October 9, 2000. A brunch was held at Heston Hills Banquet Center in LaPorte. Chief Judge Lee was the keynote speaker and spoke on behalf of all the judicial officers for the Northern District of Indiana recognizing and thanking all the Clerk's office staff for the excellent service they provide to the judiciary, the bar and the public. Awards were presented to several members of the Clerk's office who were nominated by their peers for their outstanding achievement and exceptional performance, promoting employee satisfaction and commitment, encouraging innovative thinking among individuals and groups, and involvement in philanthropic and community activities. The names of the recipients of these awards have been engraved on four plaques which are located in each of the clerk's offices.

The second program was held on May 21, 2001 at the Heston Hills Banquet Center in LaPorte. The keynote speaker was George Soper who spoke on the Principles of Effective Living. Awards were presented, once again, to several members of the Clerk's office who were nominated by their peers and the names of the recipients of these awards have been engraved on the four plaques located in each of the clerk's offices..

Judge Grant Display Case Dedication Ceremony:

A display case located in the first floor lobby of the Robert A. Grant Courthouse and Federal Building was unveiled on July 24, 2000. The case contains numerous photographs, articles, and memorabilia all documenting the life of former Congressman and Judge Robert A. Grant. After the ceremony, a luncheon was held and Mrs. Margaret Grant, widow of Judge Grant was honored for her 90th birthday.

Naming of the Fort Wayne Federal Building:

On Friday, October 27, 2000, the Fort Wayne federal building was officially named the A. Ross Adair Federal Building in honor of Congressman's Adair's service to the State of Indiana and his country. A reception was held following the ceremony.

Retirement Ceremony of Circuit Judge/U.S. District Judge Jesse E. Eshbach:

On December 4, 2000, a ceremony honoring the retirement of Circuit/U.S. District Judge Jesse E. Eshbach was held in Fort Wayne division, second floor courtroom, with the Judge and Mrs. Eshbach participating from Florida via videoconferencing. The courtroom was filled with judicial officers, former law clerks, attorneys, court staff and family friends expressing their best wishes and fond remembrances to the Eshbach's. The Eshbach's were presented with a numbered Waterford vase from the Court, along with an album of letters expressing their deep regard for Judge Eshbach both professionally and personally.

District Wide September 11th Benefit Luncheons&Auctions:

The South Bend, Fort Wayne and Hammond divisions in our district held luncheons and auctions in honor of the September 11th attack on our country. Each division selected a specific fund and all proceeds raised by the luncheons and auctions were contributed to that specific fund. Between the three divisions, a total over \$5,000.00 was collected and contributed to the relief funds.

Christmas Luncheons:

All of the divisions held Holiday luncheons during the holiday season. Hammond held its annual Christmas party for the children of the employees who work inside their building. The highlight of their luncheon was when Santa Claus distributed presents to the children.

Hammond Federal Building Project:

The new Hammond federal building is currently under construction with a completion date tentatively set for the Fall of 2002.

